



LIBRARY JOINT POWERS AUTHORITY BOARD

Monday September 14, 2015
Aptos Branch Meeting Room
7695 Soquel Drive, Aptos, CA 95003

6:30 PM PUBLIC MEETING

The Board reserves the right to take action on any item included on this agenda.

1. ROLL CALL
2. APPROVE AGENDA OF SEPTEMBER 14, 2015
3. ORAL COMMUNICATIONS
4. STAFF RECOGNITION (PG.3-4)
5. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT
6. MEMBER REPORTS
7. CONSENT AGENDA
 - A. Approve Minutes of August 3, 2015 meeting (PG.5-9)
 - B. Receive Monthly Narrative Report for August 2015 (PG.10-14)
 - C. Receive Monthly Performance Measures for July 2015 (PG.15-16)
 - D. Receive monthly financial snapshot for June and July 2015 (PG.17-18)
8. STAFF REPORTS
 - A. Award Contract for Recorded Books (Sole Source Vendor) (PG.19)
 - B. New City-wide Janitorial Service Contract (PG.20-22)

9. OTHER BUSINESS

- A. Adopt system wide 2015 holiday closure schedule. (PG.23)
- B. Gene Bregman & Associates (GBA) – Letter of Agreement (PG.24)

10. WRITTEN COMMUNICATIONS

- A. Patron written comments (PG.25)
- B. Website Statistics for July and August 2015 (PG.26-27)
- C. Security Incidents Log (PG.28-35)
- D. Articles about Santa Cruz Libraries (PG.36-40)
- E. Workers' Compensation Reported Claims Report (PG.41-44)

11. BOARD MEETING CALENDAR

The Board will consider its current meeting schedule and may revise it as necessary.

12. NEXT MEETING

The next regularly scheduled meeting is Thursday October 15, 2015 at 6:30 pm at the Downtown Branch Library.

13. ADJOURN

The Library Joint Powers Authority Board will adjourn from the Regular Meeting of September 14, 2015 to its next Regular Meeting of October 15, 2015 at the Downtown Branch Library Meeting Room at 6:30 pm.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the Library Administration Office at 427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org.

STAFF REPORT

DATE: August 20, 2015
TO: Library Joint Powers Board
FROM: SCPL Recognition Committee
CC: FSCPL
RE: Staff Recognition Monthly Report

SUMMARY

The Library has instituted a way to recognize staff formally and on an on-going basis. The committee will be recognizing these individuals monthly in a report to the LJPB.

MISSION

Staff are our most valuable resource and as such, are deserving of ongoing recognition to feel connected and to keep morale high. The Staff Recognition Committee is charged with developing ways to accomplish this purpose.

NOMINATIONS

Gina Garcia

I have been helped so much by Gina Garcia! She went way beyond the usual to help me delete from my Overdrive account. Because I am volunteering in Calcutta and France until February, I am grateful for [and dependent upon] this help at a distance. I consider what Gina did to help such an asset to our wonderful SCPL and wanted to let you know (Nominated by Patron J. McNeely)!

Rene Belling

A Patron recently asked for help and advice regarding his own personal damaged materials. He received such excellent customer service from Rene, that he was prompted to write a \$25 donation check to the Library, specifically acknowledging Rene's assistance. Yaaay, Rene! (Nominated by Anonymous)

Jessie Bunker-Maxwell

I thought my computer had a virus due to random pop-ups and adware and Jessie was a total computer wizard when it came to fixing it. She ran the extra mile to make sure my computer came back in tip-top shape and I am eternally thankful (Nominated by J. Hooker)!

Lois Meyer

In an effort to improve cost effective production of in-house print materials, Lois has been researching effective paper cutters for the programming and marketing teams. These efforts, undertaken on her own initiative, have included ordering the best candidates so we can try them out and returning the rejects. Thank you Lois! (Nominated by M. McGrew-Frede)

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

Downtown Branch Meeting Room
224 Church Street, Santa Cruz, CA 95060

August 3, 2015

6:00 PM CLOSED SESSION
Conference with Legal Counsel – Existing Litigation Bruce Holloway v. LJPB
- SCSC Case No. CV179151

6:30 PM PUBLIC MEETING

1. ROLL CALL

Present: Supervisor Zach Friend, Supervisor Bruce McPherson, Councilmember David Terrazas, Councilmember Cynthia Mathews, Councilmember Michael Termini, Citizen Member Martha Dexter

Absent until 6:33 pm: Councilmember Jim Reed

Absent: Citizen Member Sean Campbell, Citizen Member Jim Mosher

Staff: Marcus Pimentel, Finance Director; Janis O’Driscoll, Interim Library Director

2. APPROVAL OF MEETING AGENDA OF AUGUST 3, 2015

Councilmember Terrazas moved, seconded by Councilmember Mathews

That the Board approve the Agenda of August 3, 2015.

UNAN

Absent: Campbell, Mosher, Reed

3. ORAL COMMUNICATIONS

None

4. REPORT OUT FROM CLOSED SESSION

Assistant City Attorney George Kovacevich reported that the Board gave direction regarding settlement in the case of Bruce Holloway v. LJPB.

5. STAFF RECOGNITION

6. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Vivian Rogers, Vice President of the Friends, reported that

In June 2015, FSCPL...

- Passed a budget, and approved the board of directors
- Tabled at the Garfield Park Library Birthday Party
- Tabled at the Festival of the Book
- The Scotts Valley and La Selva Beach Chapters held very successful book sales

FSCPL plans include...

- Plan for fall fundraising campaigns including the Fall Book Sale, Major Donor mailing, New Members Mailing, and New Years Eve Gala invitation
- Recruit new board members
- Vice President Vivian Rogers presented a check to the Library

7. MEMBER REPORTS

Supervisor McPherson reported that the Felton site has been purchased and he expressed appreciation for Teall Messer's work on this project.

Martha Dexter reported that she attended the American Library Association meeting in SF as a representative of the Santa Cruz Public Library. She came away with the positive impression that SCPL compares favorably with libraries nationwide in terms of programming, collection, and services. However, our buildings are not up to current standards and need attention.

8. CONSENT AGENDA

Supervisor McPherson moved, seconded by Councilmember Terrazas

That the Board approve the following Consent Agenda of August 3, 2015

- A. Approve Minutes of June 8, 2015**
- B. Receive Monthly Narrative Report for June/July 2015**
- C. Receive Monthly Performance Measures for May/June 2015; 4th Qtr. Database Searches Report; 4th Qtr. Programming Performance Measures; and Annual Performance Indicators FY14/15**
- D. Receive Monthly Financial Snapshot for May 2015**
- E. Approve Amending the Budget for the FY 2015/2016 to pay higher than estimated property insurance (Resolution #2015-011)**

UNAN

Absent: Campbell, Mosher

9. STAFF REPORTS

- A. Approve Contract with Summit Bodyworks (Commerce City, CO) for the Purchase of a new Bookmobile.

Interim Library Director O'Driscoll reported that six interesting responses to the library's bid for bookmobile builders were received and Summit Bodyworks in CO was chosen. The new bookmobile will have solar panels, be its own hotspot, it will be lower to the ground, therefore giving easier access, and it will have a strong biodiesel engine. The final logo designs will be applied in Santa Cruz by local artists and local business people.

Councilmember Mathews moved, seconded by Supervisor McPherson

That the Board approve the contract with Summit Bodyworks (Commerce City, CO) for the purchase of a new bookmobile.

UNAN

Absent: Campbell, Mosher

10. OTHER BUSINESS

- A. Accept the Final Report on the Status of the Santa Cruz City-County Library System from Transition Advisor, Deborah Barrow

Deborah Barrow asked for acceptance of her final report by the Board. She invited questions and comments from the Board members.

Councilmember Mathews pointed out that the bookmobile and the virtual branch were not mentioned in the report as being part of the complete system.

Citizen Member Dexter expressed disappointment that the comparative information was going back to 2009/2010 which was one of the lowest years for the library. Since then the library has changed and improved considerably. The materials budget alone has tripled since then.

Supervisor McPherson moved, seconded by Citizen Member Dexter

That the Board accept the report with the following addition: include the bookmobile and virtual branch throughout the report when referring to the Santa Cruz Public Library System.

UNAN

Absent: Campbell, Mosher

11. WRITTEN COMMUNICATIONS

- A. Patron Written Comments
- B. Website Statistics for June 2015
- C. Security Incidents Log
- D. Articles about Santa Cruz Libraries
- E. 4th Quarter Library Sales Tax Revenue Update

PUBLIC COMMENT

Ed Silvera, Founder of Villa Branciforte Preservation and a member of the Branciforte Community Network offered to donate a locking glass case to the Branciforte Library for items pertaining to local Branciforte history. He asked for support for the establishment of a "Branciforte Community Room".

12. BOARD MEETING CALENDAR

13. NEXT MEETING

The Library Joint Powers Authority Board will adjourn from the Regular Meeting of Monday, August 3, 2015 to the Regular Meeting on Monday, September 14, 2015 at 6:30 pm at the Aptos Branch Library Meeting Room.

14. ADJOURN

The regular meeting adjourned at 6:53 p.m.

Respectfully submitted,

Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Library Office.

MONTHLY REPORT FOR AUGUST 2015

Please report what happened in your division according to where it fits within the strategic plan. If something does not fit within a specific objective, then just put it under the main heading. If it doesn't fit anywhere - let's think twice about doing it again.

1. READING, LISTENING AND VIEWING FOR PLEASURE

A. Children in Santa Cruz County will enter school ready to read, write, listen and learn.

There has been a lot of research showing how vital reading to children is in their development. Also important is role modeling reading as a pleasurable activity. Thankfully, both of those traditions are alive and well in our library branches. Here are two families at Capitola reaping the numerous benefits of enjoying reading together:



B. All ages will have materials, programs and displays that reflect current community interests and provide pleasurable reading, viewing and listening experiences that help them reach their personal literacy goals.

Several longtime members of the Reviewers are leaving SCPL to pursue additional education and new jobs. We'll miss them, but their reviews will still be on the website--& they have promised to continue to contribute if time permits.

Donna Barber made a fun kid's reading display at Capitola that was all about Adventures and Travel. It was the perfect theme during a month that families typically spend vacationing!

Chantel Van Pelt's display at Capitola this month had the theme of Film Noir and Hard-boiled Mysteries. Not only did we get to enjoy seeing all the wonderful selections offered and do our finest Humphrey Bogart impressions, we also were able to savor many blast from the past images!

Tales to Tails will resume at the Felton Branch this September with a new read-to-me companion. Named Lincoln, this dog is a Wirehaired Pointing Griffon whose handler, Debbie Boscoe, will bring to Felton Wednesdays, 2 to 3 pm, starting September 23. Lincoln is very calm and friendly and I have been assured that, despite appearances, he will be the Library's first shed-proof T2T companion.



Live Oak was pleased to host an informational display in both of our display cases about Unchained: Unleashing Compassion in Kids Through Canine Coaching. Unchained pairs at-risk youth with homeless dogs in need of training and adoption. Since 2012, Unchained has impacted the lives of 143 at-risk youth by providing the opportunity to experience compassion, as well as practice responsibility and teamwork while training shelter dogs. Participants learn positive communication and interaction with one another through teaching the dogs good manners, social skills and basic commands resulting in nearly 70 dogs being trained into permanent adoptive homes. Adult volunteers are needed to foster dogs in the program, coach youth, and chauffeur dogs from foster homes to class. You can read more about this impressive program at www.livingunchained.org.

Live Oak's children's book display by Lorena Lopez was split between the themes of "Beat the Heat with Cool Summer Stories" and "Back to School Fun". It was a popular display with our young patrons as they transition from summer vacation to going back to school.

The Live Oak adult book display "Own the Grill" featured a variety of cookbooks about grilling. Library patrons are always interested in the seeing the wide variety of books and resources we have available and appreciate having thematic book displays to choose from.

B40 Aide, Tania Berlinski, is our go to display master for Young Adult books. This month she created "Age of YA- Historical Fiction". B40 staffer, Lois Meyer, creates displays of children's items. This month she made "Cats and Dogs" and "Back to School".

Patrons continue to enjoy B40's drop-in Family Crafts program even though we had fewer participants than last month.

Maxine, B40's Tales to Tails dog, is still patiently listening to children read.

B40's Book Discussion Group has become so popular we've moved it from the small teen meeting room to the larger programs room.

Eli, an Aide at the LSB branch, created a beautiful display dedicated to the dogs in the celebration of the Nation Dog Day which takes place each year on August 26th.

- C. People of all ages will have friendly support and intuitive access to the materials and resources they want.**

2. LIFELONG LEARNING

- A. People will have access to a relevant collection of resources in diverse formats for all ages.**
- B. Library users will have access to innovative and successful programming which reflects the cultural, educational and informational needs of the diverse communities served by SCPL and which will help learners of all ages to achieve their goals.**
- C. People will have access to innovative technology and the tools necessary to find, evaluate and use information and resources to meet their learning needs.**

3. COMMUNITY CONNECTIONS

- A. The library will initiate and nurture partnerships with the public, private and nonprofit sectors in Santa Cruz County for the mutual benefit of the partners, the library and the community.**

In support of the Library's partnership with the Beneath the Waves Film Festival, reference staff are working with a representative of the Coastal Commission to develop a list of marine-related resources at SCPL for adults and young people.

- B. People will strengthen their ties with each other, the community and the library.**

On August 15th, the Art in the Library program at the Scotts Valley branch, which is supported by the Scotts Valley Friends of the Library, hosted a reception for the artists showing their work in the current exhibit titled "Friends" The show is curated by Joao de Brito and features artists who are his friends.

- C. The community will recognize the value of SCPL in improving their lives and will recognize SCPL as an asset to their community.**
- D. Volunteers will be used effectively.**

Judy Russell joined SCPL as the new Assistant Volunteer Coordinator in August. She has already participated in several Library committee meetings and brings skills, experience and enthusiasm to her role.

Volunteer hours in July were strong, thanks to the role volunteers played in two major events – Garfield Park’s 100th Birthday and the Festival of the Book. Total hours for the month were 1,266, up 15% from the same period last year.

In addition the Library welcomed three new volunteers in August, two new Book Buddy homebound patrons, and presented four volunteers with personalized bookplates upon reaching milestone hours served.

August volunteer hours will be available in the next Board report.

Four new volunteers at the Scotts Valley branch have been helping with the landscape maintenance of the back patio area and have planted four large pots with beautiful flowers at the entrance to the library.

4. WELCOMING PLACE

- A. Identify the physical changes and funding required to provide 21st-century library facilities.**
- B. The virtual branch meets the definition of a welcoming place.**
- C. People receive service at the level they need and want.**

5. FINANCIAL SUSTAINABILITY

- A. The library system maintains a healthy and stable financial position.**
- B. There is adequate, stable and diverse funding to finance ongoing operations, key strategic initiatives and capital projects.**
- C. Services of a defined level and quality are consistently delivered based on revenue projections and supportive organizational and operating structure.**
- D. The library operates efficiently and focuses on continual improvement.**

6. ORGANIZATIONAL READINESS

A. Staff receives adequate training to do their jobs effectively.

B. SCPL is committed to developing current library staff to become tomorrow's library leaders.

The Reference team now offers a Traveling Kit of Devices available for Persons-in-Charge to borrow for the on-site staff at the branches to use to become more familiar with the library's online resources such as ebooks, eaudiobooks, and streaming video. Included in the kit are a Kindle Paperwhite, a Kindle Fire, and a Nexus 7. Staff interest has been lively, & there is now a waiting list for the kit.

At the Scotts Valley branch: Chase attended a training event titled "ebooks Newspaper Databases: on August 13; Tia attended a training session provided by the City of Santa Cruz titled "Cultural Diversity" on August 20; Paula is attending an online course provided by Infopeople "Effective Time Management for Busy Librarians".

At the La Selva Beach branch: Galina attended the presentation "Libraries, Reference, and Online Content in the Future" at the Palo Alto Public Library.

Galina and LSB's Library Aides Eli and Georgina participated in the webinar "Creating Engaging Book Displays".

C. Employees have the skills to execute change and are committed to change and continual improvement.

Several members of the reference staff attended a valuable City training session with Janice Lum on personality types at work.

D. A customer-driven service philosophy guides staff training and development.

MONTHLY PERFORMANCE MEASURES JULY 2015

ON-SITE USAGE

SELF CHECK	Jul-14	Jul-15	% Change
Aptos	82%	80%	-2%
Boulder Creek	82%	80%	-3%
Branciforte	86%	86%	0%
Capitola	78%	73%	-6%
Downtown	73%	74%	1%
Felton	75%	59%	-21%
Garfield Park	72%	63%	-12%
La Selva Beach	68%	60%	-12%
Live Oak	82%	76%	-7%
Scotts Valley	79%	80%	2%
OVERALL- % Circ that is self check (does not include online renewals)	76%	73%	-4%

Does not include online renewals

VISITORS PER OPEN HOUR	Jul-14	Jul-15	% Change
Aptos	58	57	-1.7%
Boulder Creek	23	25	8.7%
Branciforte	50	58	16.0%
Capitola	37	37	0.0%
Downtown	132	125	-5.3%
Felton	17	18	5.9%
Garfield Park	25	35	40.0%
La Selva Beach	30	26	-13.3%
Live Oak	57	60	5.3%
Scotts Valley	72	71	-1.4%
OVERALL	501	512	2.2%

Measures number of visitors to the branch per open hour.

STAFF WORKLOAD

BUSYNESS	Jul-14	Jul-15	% Change
Aptos	6,337	5,702	-10%
Boulder Creek	3,823	3,727	-3%
Branciforte	3,251	2,789	-14%
Capitola	5,604	5,085	-9%
Downtown	4,275	3,036	-29%
Felton	3,862	3,278	-15%
Garfield Park	3,408	3,530	4%
La Selva Beach	2,141	1,799	-16%
Live Oak	3,705	2,895	-22%
Scotts Valley	4,512	3,858	-14%
OVERALL	4,092	3,570	-13%

Measures (number of physical checkouts + number of received items+ number holds handled + number of questions answered)/FTE

Note: not included: online transactions or self checks and questions answered are based on one typical week per quarter

MONTHLY PERFORMANCE MEASURES JULY 2015

SYSTEM MEASUREMENTS

FINES & FEES	Jul-14	Jul-15	% Change
Paid at Desk	\$ 17,284	\$ 11,217	-35%
Paid at Kiosk	na	\$ 6,232	na
Paid by Credit Card	na	\$ 5,532	na
TOTAL	\$ 17,284	\$ 22,981	33%
% Paid at Desk	100%	64%	-36%
% Paid at Kiosk	na	36%	na
% Paid by Credit/debit card	na	32%	na

PROGRAMMING	Jul-14	Jul-15	% Change
Number of programs held	173	206	19%
Number of attendees	5284	7156	35%
Average # attendees/program	30.5	35.0	15%

USE OF SYSTEM RESOURCES	Jul-14	Jul-15	% Change
VIRTUAL ACCESS			
E-books & magazines	5,588	5,416	-3%
Downloadable audio & music	2,911	3,947	36%
Downloadable & Streaming Video	735	1,052	43%
Pageviews	528,124	508,591	-4%
Online renewals	42,612	43,585	na
Total virtual access	579,970	562,591	-3%

INTERLIBRARY LOAN	Jul-14	Jul-15	%Change
ILL to Patrons	na	13	na
ILL To Other Libraries	na	147	na

PHYSICAL CHECKOUTS			
Staff assisted + self check	118,131	108,091	-8%

CHECKOUTS			
% Physical checkouts	67%	67%	0%
% Virtual checkouts	31%	33%	7%
Circulation per capita	56%	51%	-8%

Virtual access: Does not include database usage which will be reported quarterly due to availability of data.

Ematerials do not include Soundswell, or the Gale Virtual Travel collection as download data is not currently available. (online renewals is an estimate based on past experience). Includes Boopsie

Physical Checkouts: physical items checked out at desk or at self check, includes in-house renewals

Virtual checkout: virtual access not including total pageviews

Capita: based on State Library data

For FY13/14 staff assisted =monthly stat report minus 41,667 (est online renewals)

TO: Library Finance Committee / Library Joint Powers Authority Board
 FROM: Marcus Pimentel, City of Santa Cruz Finance Director (09/10/15)
 RE: Monthly Dashboard Report: Library's June 2015 financials



June 2015
 Preliminary,

Contained herein is the preliminary, UNAUDITED June 2015 Dashboard summary report. After the month ending operating results of -\$130,220, the Library has a year-to-date net operating gain of \$662,531. June's loss is attributed to extra material/book purchases, the extra payroll and additional facility repairs and maintenance. In general, revenues are ahead of the budget target by 2.0% and expenditures are under budget by 3.5%. This amount may vary depending on any audit adjustments or accruals of purchases in July-Sept for June. The final audit results are typically available by December.

Net operations (Major accounts)	Last 3-months Actual Results			Fiscal Year to Date	(1) Budget Comparison		
	April	May	June		Annual Budget FY 2014/15	YTD Actuals	Months completed
Revenue:							
(2) Sales Tax	\$ 433,548	\$ 578,064	\$ 681,576	\$ 7,086,468	99.0%	100.0%	(1.0%)
(3) MOE- Member Contributions	435,398	435,398	670,573	5,456,705	104.2%	100.0%	4.2%
Library Fines	882	751	-	134,527	99.6%	100.0%	(0.4%)
Other Revenue	22,922	27,609	40,576	270,544	164.2%	100.0%	64.2%
Subtotal Operating Revenue	892,750	1,041,821	1,392,725	12,948,243	102.0%	100.0%	2.0%
Budgetary Financing Sources	-	-	-	42,916			
TOTAL REVENUE	\$ 892,750	\$ 1,041,821	\$ 1,392,725	\$ 12,948,243			
Expenditures:							
(4) Payroll	\$ 571,785	\$ 631,305	\$ 888,945	\$ 8,129,370	99.8%	100.0%	0.2%
Books (w/Grants)	40,967	35,595	165,158	1,148,861	93.4%	100.0%	6.6%
(5) Janitorial Services	9,927	971	35,753	134,002	117.100	100.0%	(14.4%)
(6) Building & Facility	16,174	27,632	72,367	299,438	357,333	100.0%	16.2%
Rent (Equip, Building, Land)	25,766	25,766	21,566	308,689	312,500	100.0%	1.2%
Utilities	24,807	33,673	42,287	378,590	430,000	100.0%	12.0%
(7) Other expenditures	130,540	134,620	296,869	1,886,761	2,148,613	100.0%	12.2%
TOTAL EXPENDITURES	\$ 819,966	\$ 889,562	\$ 1,522,945	\$ 12,285,712			
Net Gain / (Loss)	\$ 72,784	\$ 152,259	\$ (130,220)	\$ 662,531			

Key Balance Sheet items	Trust Current Assets			Trust Current Assets (cont.)		
	April	May	June	Balance	Trust	Balance
(8) Total pooled cash	3,595,994	2,757,709	2,579,332	242,681	Leet-Corday	94,260
(8) 2-month reserve target	2,115,793	2,115,793	2,115,793	224,768	Morely	12,644
(8) Excess cash/(reserve deficit)	1,480,201	641,916	463,539		Hale	45,220
Total Current Assets	3,610,677	2,772,391	3,944,730		Gruber	28,285
Accounts Payable	55,975	79,355	370,452	93,763		

- Notes:**
- After the budget was approved on June 2, 2014, changes were made to reflect prior-year projects rebudgeted in the current year in the amount of \$42,916.
 - For sales tax, September, December, March & June include the State's estimated revenue plus any balances for actuals vs. estimates for the prior 3-months (true-up). The subsequent months (October, January, April & July) tend to be lower as they contain the lower state estimates.
 - June's Maintenance of Effort amount included an additional \$235k for year-end true up of the County Library Fund tax allocation. The base monthly MOE contribution will increase from FY2014/15's \$435.4k to \$452.8k for FY2015/16.
 - For the current fiscal year, the following month's have more than 2 pay periods that will reflect higher payroll costs: August, January & June. The month's completed % is adjusted to reflect year-end accrual of the last pay period.
 - \$12.7k of May's Janitorial services were posted and paid on June 8, 2015. June will include these plus normal June charges.
 - May's facility costs included onetime fumigation costs that increased costs over the prior period. June included \$15.8k in related HVAC periodic maintenance and repairs and \$31.9k in equipment replacement charges.
 - In June, the four largest expenditures within 'Other expenditures' included: [Financial services - outside at \$76k]; [Computer equipment at \$73k]; [Other professional & technical services at \$21k]; and [Library functional supplies at \$53k].
 - Cash was above the Library JPA's required reserve by \$463,539. During April, cash receipts for the month of May were received early from the County.

TO: Finance Committee / Library Joint Powers Authority Board
 FROM: Marcus Pimentel, City of Santa Cruz Finance Director (09/10/15)
 RE: Monthly Dashboard Report: Library's July 2015 financials

SANTA CRUZ
 PUBLIC LIBRARIES

July 2015
 Preliminary,

Contained herein is the preliminary, UNAUDITED July 2015 Dashboard summary report. For the first month end, operating results were \$317,087. In general, preliminary July revenues are behind the budget target by -1.1% and expenditures are over budget by -1.3%. These amounts are subject to fluctuation as routine, year-end accounting closing entries are booked.

Net operations (Major accounts)	Last Month(s) Results			Percent of Budget Comparison		
	July	June	Fiscal Year to Date	YTD Actuals	Months completed	Positive / (negative)
(1) Revenue:						
(2) Sales Tax	\$ 495,882	\$ 681,576	\$ 495,882	6.6%	8.3%	(1.7%)
(3) MOE- Member Contributions	452,838	670,573	452,838	8.2%	8.3%	(0.1%)
Library Fines	-	751	-	0.0%	8.3%	(8.3%)
Other Revenue	29,639	40,576	29,639	9.5%	8.3%	1.2%
Subtotal Operating Revenue	978,359	1,392,725	978,359	7.3%	8.3%	(1.1%)
Budgetary Financing Sources	-	-	-	-	-	-
TOTAL REVENUE	\$ 978,359	\$ 1,392,725	\$ 978,359			
(4) Expenditures:						
(5) Payroll	\$ 717,171	\$ 888,945	\$ 717,171	8.3%	8.5%	0.2%
(6) Books (w/Grants)	341,294	165,158	341,294	26.4%	8.3%	(18.0%)
(4) Janitorial Services	-	35,753	-	0.0%	8.3%	8.3%
(7) Building & Facility	1,632	72,367	1,632	0.5%	8.3%	7.9%
Rent (Equip, Building, Land)	25,977	21,566	25,977	8.4%	8.3%	(0.1%)
Utilities	29,592	42,287	29,592	6.9%	8.3%	1.5%
Other expenditures	179,781	296,869	179,781	8.1%	8.3%	0.2%
TOTAL EXPENDITURES	\$ 1,295,446	\$ 1,522,945	\$ 1,295,446			
Net Gain / (Loss)	\$ (317,087)	\$ (130,220)	\$ (317,087)			

Key Balance Sheet items	Trust Current Assets		Trust Current Assets (cont.)	
	July	June	Balance	Trust
Total pooled cash	3,533,489	2,579,332	242,770	Leet-Corday
2-month reserve target	2,239,285	2,115,793	224,850	Morely
Excess cash/(reserve deficit)	1,294,204	463,539	9,314	Hale
Total Current Assets	5,849,565	3,944,730	93,797	Gruber
Accounts Payable	291,504	370,452		

Notes:

- July revenue may still fluctuate with routine, year-end adjusting entries that could reallocate revenue between June and July.
- For sales tax, September, December, March & June include the State's estimated revenue plus any balances for actuals vs. estimates for the prior 3-months (true-up). The subsequent months (October, January, April & July) tend to be lower as they contain the lower state estimates.
- June's Maintenance of Effort amount included an additional \$235k for year-end true up of the County Library Fund tax allocation. The base monthly MOE contribution will increase from FY2014/15's \$435.4k to \$452.8k for FY2015/16.
- July expenditures may still fluctuate with routine, year-end adjusting entries that could reallocate costs between June and July (see Books & Janitorial)
- For the current fiscal year, the following month's have more than 2 pay periods which will create higher monthly payroll costs: July, January & June. The month's completed % is adjusted to reflect year-end accrual of the last pay period.
- Material costs are normally higher at the start of the year. Also, some July payments may be accrued to June 2015 as part of year end audit procedures.
- May's facility costs included onetime fumigation costs that increased costs over the prior period. June included \$15.8k in related HVAC periodic maintenance and repairs and \$31.9k in equipment replacement charges.
- In July the four largest expenditures within 'Other expenditures' included: [Financial services - outside at \$31k]; [Dues and memberships at \$26k]; [Intra-entity fund transfer out at \$56k]; and [Liability insurance/surety bonds-outside at \$44k].
- Cash was above the Library JPA's required reserve by \$1,294,204.

STAFF REPORT

DATE: August 3, 2015
TO: Library Joint Powers Authority Board
FROM: Janis O'Driscoll, Interim Director
RE: Award Contract for Recorded Books (Sole Source Vendor)

RECOMMENDATION

Motion to authorize the purchase of library audio materials from Recorded Books LLC (Baltimore, MD) and to authorize the Library Director to execute an agreement in a form approved by the City Attorney with Recorded Books LLC for library audio materials.

BACKGROUND

Recorded Books holds exclusive rights with several authors and publishers to record printed material into an audio platform. Recorded Books is the largest independent publisher of unabridged audiobooks and provider of digital media to libraries. The library will also continue to purchase smaller amounts of audio material from other providers.

DISCUSSION

Section 3.08.150 of the purchasing ordinance allows the Purchasing Manager to award a contract without competition when there is only one source for the required item/service. The Purchasing Manager concurs that Recorded Books LLC is the only company able to provide library audio materials.

STAFF REPORT

DATE: August 12, 2015
TO: Library Joint Powers Authority Board
FROM: Janis O'Driscoll, Interim Director
RE: New City-wide Janitorial Service Contract

RECOMMENDATION

The recommendation is for the Library Joint Powers Authority Board to adopt Resolution #2015-012 authorizing budget adjustments to accommodate a \$100,000 increase in janitorial services costs for FY 15/16.

The adjustments proposed to the operating budget do not increase the FY 15/16 Budget.

BACKGROUND

The City recently went out to bid on a new janitorial contract for all city operated buildings. The result of the pending contract is a \$100,000 increase to the library's already adopted janitorial services line item budget.

The price of the janitorial services as quoted is reflective of market rates and complies with the City's living wage ordinance.

The future bid schedule for this city-wide contract will be adjusted so that any pricing changes can be included in future budget draft proposals rather than an adjustment made mid-year.

DISCUSSION

The Library has been able to accommodate this increase in the current FY 15/16 operating budget for the following listed reasons.

Decreases

- | | |
|----------|--|
| \$5,000 | LIT, Professional Services |
| | Our current ILS vendor, Polaris, is providing support that we thought we would need to hire an outside consultant for. |
| \$4,000 | LIT, Hardware Maintenance |
| | Our AWE computers, homework help computers, are already equipped with three (3) years of support. We do not need to purchase a separate support contract as initially planned. |
| \$25,000 | LIT, Computer Equipment |

We will be postponing the project of purchasing iPads that would be used for patrons to check out like we currently do for laptops at Scotts Valley.

\$56,000 Facilities, Building Maintenance Repairs

We originally proposed several building repair projects that were outlined in the Facilities Master Plan. Our proposal is to remove the project costs associated with replacing the cracked tile at the Boulder Creek Branch Library and the painting of the Garfield Park ceiling.

\$10,000 Facilities, Insurance-Outside

Our primary package for liability, excess liability and commercial auto liability policy premiums have decreased since the adoption of the FY 15/16 budget. This decrease is more in line with what our premiums will be for the upcoming fiscal year.



RESOLUTION # 2015-012

RESOLUTION OF THE
SANTA CRUZ LIBRARY JOINT POWERS AUTHORITY BOARD
AMENDING THE BUDGET FOR THE FISCAL YEAR 2015-2016

WHEREAS, the new city-wide contract for janitorial services is in the process of being awarded through the City's procedures;

WHEREAS, the library's janitorial service costs are set to increase by \$100,000 from the FY 15/16 adopted budget;

WHEREAS, these costs have been covered by reductions in our current operating budget;

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board that it approve the budget changes as detailed below, and that it amend the FY 2015-2016 Budget.

Expenditures

LIT, Professional Services	951-36-54-3550-52199	<\$5,000>
LIT, Hardware Maintenance	951-36-54-3550-52249	<\$4,000>
LIT, Computer Equipment	951-36-54-3550-57409	<\$25,000>
Facilities, Insurance Outside	951-36-53-3515-52933	<\$10,000>
Facilities, Building Repairs	951-36-53-3515-54108	<\$56,000>
Facilities, Janitorial Services	951-36-53-3515-52211	\$100,000

PASSED AND ADOPTED this 14th day of September 2015 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

STAFF REPORT

DATE: September 3, 2015
TO: Library Joint Powers Authority Board
FROM: Janis O’Driscoll, Interim Director
RE: 2015 HOLIDAY CLOSURE SCHEDULE

RECOMMENDATION:

The LJPB adopt the following system wide 2015 holiday closure schedule.

DISCUSSION

Please review the following proposed holiday closure schedule for all 10-library branches and the HDQ Administration offices.

SYSTEM WIDE HOLIDAY CLOSURE

Thursday, November 26, 2015 (Thanksgiving Holiday)

Friday, November 27, 2015 (Day After Thanksgiving Holiday)

Thursday, December 24, 2015 (Christmas Eve) Close at 2pm

Friday, December 25, 2015 (Christmas Holiday)

Thursday, December 31, 2015 (New Year’s Eve Holiday) Close at 2pm

Friday, January 1, 2016 (New Year’s Holiday)

The City holiday schedule dictates a half-day holiday for staff on the “Eve” holidays so we are requesting the branches close early on these days.

Also, we are requesting that the Garfield Park Branch Library be closed on the “Eve” holidays since they open at 1pm on those Thursdays. The other branches will maintain their regularly scheduled hours opening either at 10am or 11am.



GENE BREGMAN & ASSOCIATES
Public Opinion & Marketing Research

LETTER OF AGREEMENT

August 10, 2015

It is agreed that Gene Bregman & Associates (GBA) will conduct a public opinion survey for the Santa Cruz Public Libraries. The survey will average approximately 12 to 15 minutes in length and 400 likely voters who live in Santa Cruz County, excluding Watsonville, will be interviewed for the study.

Both parties hereto will consult with each other and reach a mutual agreement on the contents of the questionnaire and the survey format.

Interviewing will begin as soon as agreement on the questionnaire is reached. Upon completion of the survey, a statistical compilation of the cross-tabulated results will be delivered and findings and recommendations will be presented and discussed.

The cost of the survey will not exceed \$20,000. An initial payment of \$10,000 will be due upon signature of this agreement. The balance will be due upon delivery of data resulting from the survey.

All of the data obtained by GBA is the exclusive property of the Santa Cruz Public Libraries. If requested, GBA will provide an electronic copy of the data to the client. GBA is entitled to retain the original interview forms used in the field and copies of all data and analysis for its own internal use.

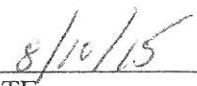
This agreement shall be effective upon the date of signatures by both parties.

FOR SANTA CRUZ PUBLIC LIBRARIES

DATE



FOR GENE BREGMAN & ASSOCIATES



DATE

P.O. Box 2799, Aptos, CA 95001
831.685.2700

www.GeneBregmanAndAssociates.com

The following message has been received from:

NAME: Bryn Kanar

PHONE NUMBER:

EMAIL ADDRESS: [REDACTED]

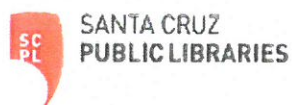
=====

As a homeschooling parent I rely heavily on the public library for books and media for my kids. I can honestly say that the library has made a huge and positive difference in my kids' lives. I just wanted to take a moment to say thank you.

I love that I can usually find what I'm looking for somewhere in the library system. I love how easy it is to request materials from other branches. I love that I can request items for purchase when I haven't been able to find what I'm after in the catalog. And I love that the library staff are always knowledgeable and helpful.

Thank you all for creating such an amazing resource for our community.

=====



Helga Smith <smithh@santacruzpl.org>

Website Statistics for July 2015

1 message

Ann Young <younga@santacruzpl.org>

Mon, Aug 3, 2015 at 9:14 AM

To: Helga Smith <smithh@santacruzpl.org>, Kira Henifin <henifink@santacruzpl.org>, Janis O'Driscoll <odriscollj@santacruzpl.org>, Diane Cowen <cowend@santacruzpl.org>

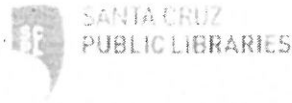
Here is a breakdown for July:

Total visits: 118,912 (SCPL website: 76,665; SCPL Catalog: 42,247)

Total pageviews: 508,591 (SCPL website: 159,529; SCPL Catalog: 349,062)

The top content sources for the above pageview statistics are:

- SCPL Catalog - 349,062 pageviews
- SCPL homepage - 65,404 pageviews
- Branch pages - 13,261 pageviews
- New Items - 12,526 pageviews
- Local history articles - 9,488 pageviews
- Community Information Database - 8,012 pageviews
- Internet Resources (links to subscription databases) - 7,003 pageviews
- Local history photo gallery - 6,982 pageviews
- Kids page - 5,184 pageviews
- Ematerials (links to ebook, eaudio vendors) - 4,038 pageviews
- Summer Reading Program - 3,611 pageviews
- Library services - 3,452 pageviews
- Events calendar - 3,427 pageviews
- Local News Index - 3,027 pageviews
- Sheet Music Database - 2,904 pageviews
- Newspaper Clipping Index - 2,695 pageviews
- What's New - 1,991 pageviews
- Library Admin pages (LJPB agendas, audio files, etc.) - 1,016 pageviews
- Site search - 934 pageviews
- Contact Us - 879 pageviews
- Soundswell - 853 pageviews
- Reader's Link (Staff pick book reviews, etc.) - 830 pageviews
- Magazines & Newspapers - 427 pageviews
- Outreach - 409 pageviews



Helga Smith <smithh@santacruzpl.org>

Website Statistics for August 2015

1 message

Ann Young <younga@santacruzpl.org>

Tue, Sep 8, 2015 at 11:13 AM

To: Helga Smith <smithh@santacruzpl.org>, Kira Henifin <henifink@santacruzpl.org>, Janis O'Driscoll <odriscollj@santacruzpl.org>, Diane Cowen <cowend@santacruzpl.org>

Here is a breakdown for August:

Total visits: 117,519 (SCPL website: 74,319; SCPL Catalog: 43,200)

Total pageviews: 511,287 (SCPL website: 152,652; SCPL Catalog: 358,635)

The top content sources for the above pageview statistics are:

- SCPL Catalog - 358,635 pageviews
- SCPL homepage - 66,364 pageviews
- New Items - 13,557 pageviews
- Branch pages - 11,997 pageviews
- Local history articles - 7,624 pageviews
- Internet Resources (links to subscription databases) - 7,536 pageviews
- Community Information Database - 6,507 pageviews
- Kids page - 6,320 pageviews
- Local history photo gallery - 6,058 pageviews
- Ematerials (links to ebook, eaudio vendors) - 4,165 pageviews
- Library services - 3,473 pageviews
- Sheet Music Database - 3,350 pageviews
- Events calendar - 3,288 pageviews
- Newspaper Clipping Index - 2,436 pageviews
- Local News Index - 1,647 pageviews
- Reader's Link (Staff pick book reviews, etc.) - 1,422 pageviews
- What's New - 1,226 pageviews
- Library Admin pages (LJPB agendas, audio files, etc.) - 1,188 pageviews
- Contact Us - 988 pageviews
- Site search - 884 pageviews
- Soundswell - 630 pageviews
- Magazines & Newspapers - 399 pageviews
- Outreach - 380 pageviews
- Summer Reading Program - 246 pageviews

SCPL INCIDENT LOG - AUGUST 2015

Date	B r a n c h	Time HH:MM	Patron's Name	Ref.#	Brief Description	S e r v e d	Staff Involved	Steps Taken	Safety- Preventative Steps	1st Alarm Roving Guard Cld.	911 Cld.	Bid. Mtc. Cld.
7/29/15	APT	1:45pm	Walter Lilly	DTN 79	Banned patron with a return date of 8/25/15 entered the branch and was recognized by staff.	Y	Arturo Villaseñor, Gail Paynter, Sandra Zamora, Heather Pereira	The patron claimed that he was not aware of being banned. Staff provided his ban package information and advised him to leave, which he did only after the computer he was using was blocked and a call to 911. The call was canceled after he left.	NA	No	Yes	No
					Staff member attended a farewell event for a co-worker and left his brand new 2015 Toyota Camry, parked overnight in his usual permitted parking space on the corner of Union and Center St., across from the Library Headquarters office. The next morning he discovered that the passenger side window had been busted out. Photo taken.	-		Only the window was vandalized. Nothing was talked from inside of the car. Employee received 2 small minor glass cuts on right hand. A work order was placed to clean up the broken glass on the street. The employees insurance co. did not require a police report number, only a \$100.00 deductible payment.	Never leave your car parked overnight in downtown Santa Cruz	No	No	Yes
7/30/15	DTN	8:30am	Gabe Reyes	-	Patron's purse (small, grey with pink lining-Baggallini) was stolen from the YP area. Staff and patron searched trash cans and restroom areas.	-	Gabe Reyes	Staff encouraged the patron to file a police report.	NA	No	No	No
7/31/15	DTN	11:45	Breta Holgers	-	Patron reported his bike stolen stated that he last saw it at 10am.	-	James Lee	Patron was instructed to contact the police.	NA	No	No	No
8/6/15	DTN	11:17am	Kyle Steven Jones	-	Staff reported that the patron fell in the DVD area. By the time the guard arrived, the patron was up and walking. He declined medical assistance.	-	James Lee	10 minutes later the patron returned and stated he had experienced an epileptic seizure. He declined medical assistance.	NA	No	No	No
8/7/15	DTN	11:52am	Gary Akridge	-		-	Mitchell Horton, David Sidle		NA	Yes	No	No

SCPL INCIDENT LOG - AUGUST 2015

Date	B r a n c h	Time HH:MM	Patron's Name	Ref.#	Brief Description	S e r v e d	Staff Involved	Steps Taken	Safety- Preventative Steps	1st Alarm Roving Guard Cld.	911 Cld.	Bld. Mtc. Cld.
8/7/15	DTN	4:55pm	Male	DTN 109	Staff summoned the roving guard due to a patron becoming confrontational when the closing public announcement was made.	N	Brandon Hunter, Mitchell Horton	The patron aggressively stood up, slammed the chair into the table, swore at staff and then proceeded to the exit. A 3 day ban was imposed.	NA	Yes	No	No
8/11/15	GP	4:15pm	Male	-	A male patron who was using a computer "shushed" by a female for laughing too loud.	-	Catherine Workman	A third patron tried to diffuse the situation before it escalated. The female patron left the branch without incident.	NA	No	No	No
8/11/15	GP	5:30pm	Male	-	A man was found passed out and unresponsive behind the library.	-	Catherine Workman	911 was called and took the man away.	NA	No	Yes	No
			Male	DTN 110	On 8/11/15, this patron along with another patron, DTN 017 Audrey Richardson caused a disturbance in the internet area with Audrey "crying and acting out". They finally left in a noisy theatrical way. Today DTN 110 had bedding and debris strewn about blocking the outside book drop while DTN 17, Audrey Robinson was going through the garbage can.	N	John Ottenberg	When asked to vacate the area the male patron became argumentative and threatening using foul language and stated that they "will sleep where ever they want". A 3 day ban was imposed.	NA	Yes	No	No
8/12/15	DTN	7:15am	Audrey Richardson	DTN 17		N		When told to get out of the garbage can, the patron joined in with male patron DTN 110 in becoming confrontational stating that they had the right to sleep where ever they wanted. Since the patron's previous suspension was 30 days, 3/10/14, a one day ban was imposed.	NA	Yes	No	No

SCPL INCIDENT LOG - AUGUST 2015

Date	B r a n c h	Time HH:MM	Patron's Name	Ref.#	Brief Description	S e r v e d	Staff Involved	Steps Taken	Safety- Preventative Steps	1st Alarm Roving Guard Cld.	911 Mtc. Cld.	Bld. Mtc. Cld.
8/11/15	B40	4:00pm	Tom Ray, and unknown Male	-	On 8/11/15 Tom Ray and another male patron had an altercation outside the library. Tom came into the branch and demanded 911 to be called. Staff gave Tom the phone. Peggy went outside to speak with the patrons.	-	Peggy Meserth, Cathy Landis	Both men began accusing each other for starting the incident. Tom took photos of the other patron which made the patron shout out "I'm going to kill you." Eventually the police arrived and spoke to Tom but not to staff.	NA	No	Yes	No
8/12/15	B40	12:00pm	Nadine	-	Patron was observed spooning some white powder into a small dish. The patron claimed it was potassium. Staff advised the Patron that was not appropriate library behavior. The patron cleaned up the table. Later another patron found a ziplock bag with white powder in the bathroom and turned it over to staff.	-	Cathy Landis, Peggy Meserth	Staff was uncertain if the two incidents were related and have no idea what the white powder may actually be. The bag was put into the hazardous waste container.	NA	No	No	No
8/15/15	DTN	2pm	April Guy	-	On a regular basis, this patron asks for staff member Maddy Damon's name as well as "other odd and random personal questions" that are not work related. On this day, the patron again asked for Maddy's name and then began staring "intensely from the catalog computers for appx. 45 minutes.	-	Maddy Damon, Mitchell Horton	The patron's behavior was witnessed by another staff member Leslie Auerbach. The roving guard was alerted and spoke to the patron as she was leaving. A one day ejection was imposed.	NA	No	No	No
8/17/15	DTN	1:15pm	Warren West	DTN 100	A patron complained that Warren West was tapping his hand on the table in the Genealogy area. When he asked West to stop he did so but as he walked away West said "Fuck you, you faggot".	N	Margaret Dawson, Roving Guard Chase Coetzee	When questioned by the roving guard, West denied the allegation but then said that he was just "fucking with" the other patron. When advised not to use profanity, West became disorderly and continued with profanity and hand gestures. A 30 day ban was imposed.	NA	Yes	No	No

SCPL INCIDENT LOG - AUGUST 2015

Date	Branch	Time HH:MM	Patron's Name	Ref.#	Brief Description	Served	Staff Involved	Steps Taken	Safety-Preventative Steps	1st Alarm Roving Guard Cid.	911 Cid.	Bld. Mtc. Cid.
8/17/15	LO	5:30pm	Warren West	DTN 100	Patron entered the branch after being banned from all branches for 30 days earlier in the day.	Y	Patty Carroll, Lorena Lopez	Patron was served his ban package at the Live Oak Branch at 5:30pm by Patty Carroll and Lorena Lopez	NA	No	No	No
8/19/15	DTN	2:30pm	Male	DTN 110	Male patron in his mid to late forties, long blond beard, wearing a black hat, dark sweater and tan pants entered the branch yelling religious type comments such as "where the fuck are my rings from Jesus, I am Jesus, this is my fucking house". Witnessed by staff.	Y	Leslie Auerbach, Chase Coetzee	The patron was walked out of the branch and a 3 day ban was imposed. 8-20-15 Patron was served his ban package at the DTN Branch at 1:29 by James Lee. Patron refused ban package	NA	Yes	No	No
8/20/15	DTN	2:00pm	Male(but identifies as female)	DTN 112	A male patron who identifies as a female was reported to have been in the women's bathroom stall for about 2 hours. Caroline Caldwell cleared the restroom of all other patrons, so roving guard, Mitchell Horton, could confront the patron. The patron was bathing in the sink and refused to comply with Horton's request to leave.	N	Caroline Caldwell, Mitchell Horton	The patron continued to disregard the guard's request. 911 was called. The patron left the area before the police arrived. A 7 day ban was imposed.	NA	Yes	Yes	No
8/25/15	APT	6:00pm	Female	-	A woman sitting on the bench in front of the library was observed yelling loudly. When she was informed that she was disturbing others she apologized. She then claimed a man who was walking to the parking lot had stolen her unemployment check. Staff offered to call 911 but the woman declined the offer. An hour later she was yelling loudly again and claimed that the same man, who she called "Wayne" was hiding in the library's bathroom. She was agitated and claimed the man had stolen her wallet.	-	Gail Paynter, Per Wessels	Staff called 911 so that the patron could report the incident. The woman said she was glad the Sheriff was being called. The deputies arrived around 6:15pm however the woman had already left the premises.	NA	No	No	No

SCPL INCIDENT LOG - AUGUST 2015

Date	Branch	Time HH:MM	Patron's Name	Ref.#	Brief Description	S e r v e d	Staff Involved	Steps Taken	Safety- Preventative Steps	1st Alarm Roving Guard Cld.	911 Cld.	Bid. Mtc. Cld.
8/26/15	CAP	11:30AM	Mary Clemson	-	Patron fell from a foot-stool while reaching for a book.	-	Melanee Barash, Cameron Kochan	Patron declined offer for Paramedic. A physical check showed no bruising or swelling. A follow-up call was made to the patron the next day and the patron was fine, just a little sore.	Avoid over-reaching	No	No	No

Date	Branch	Time HH:MM	Patron's Name	Ref.#	Brief Description	Served	1	2	3	7	14	30	42	60	90	3	6	1
					<p>AUGUST 2015 Brief Description</p> <p>In some instances a patron may receive more than 1 ban in a single day.</p>													
8/17/15	DTN	1:15pm	Warren West	DTN 100	A patron complained that Warren West was tapping his hand on the table in the Genealogy area. When he asked West to stop, West did but as he walked away, said "Fuck you, you faggot". When questioned by the roving guards, West denied the allegation but then said that he was just "fucking with" the other patron. When advised not to use profanity, West became disorderly and continued with profanity and hand gestures. A 30 day ban was imposed. Patron was served at the Live Oak Branch at 5:30pm by Patty Carroll and Lorena Lopez.... 8/20/15 - Patron was served again at B40 by Cathy Landis.	Y					1							
8/19/15	DTN	2:30pm	Male	DTN 110	Male patron in his mid to late forties, long blond beard, wearing a black hat, dark sweater and tan pants entered the branch yelling religious type comments such as "where the fuck are my rings from Jesus, I am Jesus, this is my fucking house". Witnessed by staff. The patron was walked out of the branch and a 3 day ban was imposed.	Y			1									

Date	Patron's Name	Time HH:MM	Patron's Name	Ref.#	Brief Description	Serviced	1	2	3	7	14	30	42	60	90	3	6	1	
8/7/15	DTN	4:55pm	Male	DTN 109	Staff summoned the roving guard due to a patron becoming confrontational when the closing public announcement was made. The patron aggressively stood up, slammed the chair into the table, swore at staff and then proceeded to the exit. A 3 day ban was imposed.	N			1										
8/12/15	DTN	7:15am	Male	DTN 110	On 8/11/15, this patron along with another known patron (Audrey Richardson, DTN 017), caused a disturbance in the internet area with Audrey "crying and acting out". They finally left in a noisy theatrical way. Today 8/12, DTN 110 had bedding and debris strewn about blocking the outside book drop while DTN 17, Audrey Robinson was going through the garbage can. When asked to vacate the area the male patron became argumentative and threatening using foul language and stated that they "will sleep where ever they want". A 3 day ban was imposed.	N			1										
	Audrey Richardson			DTN 17	This patron's last suspension was 30 days, 3/10/14. A one day ban was imposed for this incident.	N	1												
8/15/15	DTN	2pm	April Guy	-	On a regular basis, this patron (female), asks for staff member Maddy Damon's name as well as "other odd and random personal questions" that are not work related. On this day the patron again asked for Maddy's name and then began staring "intensely from the catalog computers for appx. 45 minutes. The patron's behavior was witnessed by another staff member Leslie Auerbach. The roving guard was alerted and spoke to the patron as she was leaving. A one day ejection was imposed.	-													1

Looking to 2016: Santa Cruz County agencies consider ballot measures



The needs of library customers in Felton outgrew the capacity of the Faye G. Belardi Memorial Library long ago. A new library for the San Lorenzo Valley community is one of the projects slated for money from a proposed parcel tax. (Shmuel Thaler -- Santa Cruz Sentinel)

By [Jessica A. York](#), Santa Cruz Sentinel

Posted: 08/01/15, 4:46 PM PDT | Updated: 2 hrs ago



Felton Friends of the Library's Nancy Gerdtte walks through the Gushee Street property donated to the library system where a new Felton branch would be built. (Shmuel Thaler -- Santa Cruz Sentinel)

Santa Cruz >> An early look at election season 2016 shows several potential ballot measures in the works across Santa Cruz County.

Public discussions about maintaining and improving library branch facilities countywide, school facilities and programs, local parks and countywide roads have all ended with the question, “Where will the funding come from?”

As local policy makers zero in on the traditionally high-voter turnout presidential election year, revenue measures are being discussed seriously by several public agencies, though none have made any definitive decision on the timing and form of their ballots. Local agencies have until March to get a ballot into the June primaries, and until August 2016 for the November 2016 general election.

Political observer and recently retired Santa Cruz County Treasurer Fred Keeley said in a recent interview that local agencies might be best served by keeping in mind who else is vying for a slice of taxpayer money next year. Keeley is also a former state representative with experience gaining voter support on the nation’s largest park and environmental bond measures during his 1996 to 2002 term.

“A lesson that I learned in both of those campaigns was that putting revenue measures on the ballot, putting funding measures on the ballot, voters tend to look at them cumulatively, rather

than individually,” Keeley said. “It’s kind of likely everything’s in my grocery basket, can I afford everything. Voters will look at the ballot that way, as the whole grocery basket. If it’s too much for them, then they’ll walk out of the store completely, rather than put some items back and just buy a few things.”

Furthest along in the efforts are the Regional Transportation Commission and Santa Cruz Public Libraries, who respectively have taken public opinion polls to gauge support for tax measures, with the library system considering another poll in January. The agencies have each [delayed plans](#), looking to gain higher voter support in 2016. The latest Regional Transportation Commission public poll, [released in May](#), showed 73 percent voter support for a 1/2 cent transportation sales tax for local road maintenance, public transportation and long-term traffic planning. The agency faces a [funding gap](#) of nearly \$3 billion for countywide needs through 2035, even with potential new local funds, officials said.

In December, the library board pulled back from plans to put a parcel tax designed to bring in \$63 million on a ballot in 2015, as it works on getting its governing organization issues in hand. Before updated polling plans tentatively set for January are finalized, a new joint library management structure will need to be approved and seated.

Santa Cruz City Schools, which also has polled voters on their parcel tax support, is [strongly considering the renewal](#) of an expiring parcel tax supporting elementary school programming and small class sizes, and implementation of a new parcel tax to offset middle and high school programming costs. At a July 20 meeting, school officials heard reports and polling information from an outside consultant, which recommended the district [pursue the parcel taxes](#) in a November 2015 election. The matter is set to be discussed at an Aug. 12 meeting.

Less concrete discussions have centered on placing a potential new facilities bond on the 2016 ballot, an effort to fund needed capital improvements for district properties, as state funding has dwindled for such spending.

“We haven’t had a facility bond since 1998 and the state isn’t putting money toward school facilities, and our buildings are old and have a lot of infrastructure needs, so that we can provide the educational experience we want our children to have,” Superintendent Kris Munro said of need for a potential facility bond.

Discussions also are brewing in Santa Cruz, where the City Council has voted to create a subcommittee to explore the city’s largest looming projects for which no immediate funding sources available. Mayor Don Lane said the city is wrestling particularly with infrastructure needs in the reality of a post-Redevelopment Agency era, and state transportation funding shrinks. Everything from a major Santa Cruz Municipal Wharf upgrade and potential new sports arena to a citywide storm drain project and Civic Auditorium redesign could be on the table, Lane said.

“Basically, from every direction, we’ve had essentially this deficit of being able to invest in these larger infrastructure projects,” Lane said. “We said we’re going to form a city council subcommittee to look at what are our longer-term infrastructure needs.”

Keeley, who was tapped by the Santa Cruz County Board of Supervisors to lead the charge on a potential countywide parks and open space district, said a county study session on the issue is scheduled for Aug. 18. Keeley said it was his opinion that a tax measure related to parks would make its way to the ballots by 2016, especially as it is not yet certain what funding options exist beyond a new tax, or what the public is interested in seeing when it comes to their parks.

“This is a very, very long way from being an idea that is ripe for presentation to the voters,” Keeley said.

Reach the author at jyork@santacruzsentinel.com or follow Jessica A. on Twitter: [@reporterjess](https://twitter.com/reporterjess).

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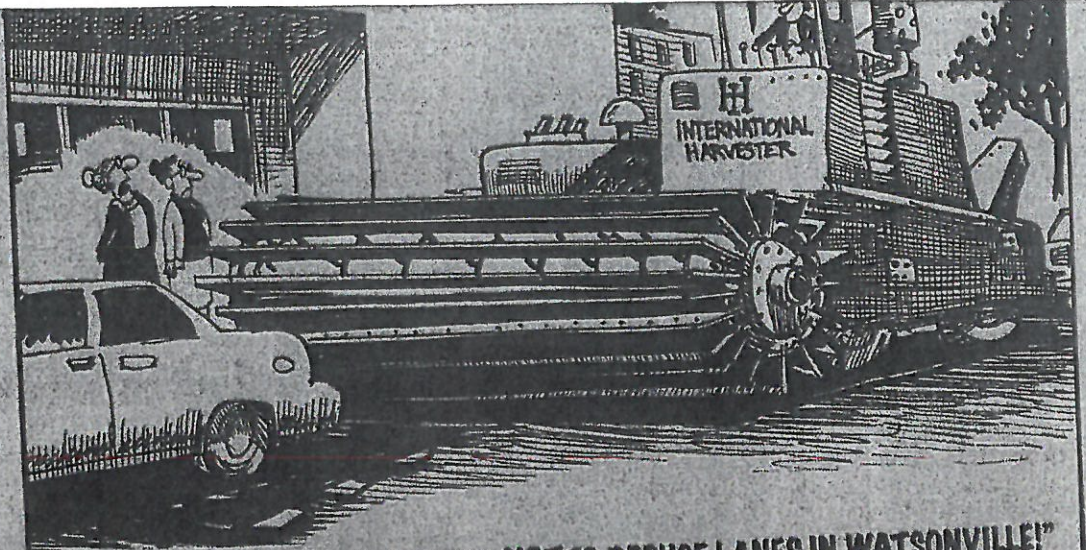
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"AND THERE'S ANOTHER REASON NOT TO REDUCE LANES IN WATSONVILLE!"

STEVEN DEGINZO

Praiseworthy

Firefighters kept blaze contained, saving homes

Last Thursday the unthinkable happened when the home of our friends at De Anza Mobile Home Park burned in a rapidly moving fire. They were returning from a vacation when word reached them that their home was burning.

On behalf of the entire De Anza Park, we would like to thank all the firefighters of the Central Fire Protection District who responded to the blaze immediately, and for working relentlessly to put out the blaze. Through a thoroughly concerted effort they were able to keep the fire contained so that the other homes that were close by remained out of danger.

In addition, the caring members of the team spent a half hour trying desperately to resuscitate their cat who was found inside. Sadly, they were unable to achieve that end, but all of us there, so appreciated the effort.

Their attempt to retrieve items as they worked, was a great help in saving even a few of those gathered throughout our life. Besides the care that was shown throughout the ordeal, several members of the department returned the following day to deliver a small gift card to our friends for them to get a few meals, made possible through donations received through their emergency fund. Again, thank you to all the members of the Central Fire

fighters out in the community raising awareness of and funds for those in need, be sure and consider contributing.

— De Anza Mobile Home Community, Santa Cruz

Community really made centennial great

Mayor Don Lane declared July 11 Garfield Park Library Day in Santa Cruz. On behalf of the Santa Cruz Public Library System, thank you to all the community members who visited the branch that day to celebrate its 100th birthday with crafts, face painting, Tales to Tails, an old-time photo booth, music, a children's parade, and of course cake and ice cream!

Thanks to Marina Sousa, Just Cake, for donating an amazing library themed cake and several sheet cakes; Dave Kumeck, Mission Hill Creamery, for donating 10 gallons of ice cream; Ron Kaplan and Mele O Kupunas for providing live music; Children's Museum of Discovery; Friends of the Santa Cruz Public Library; Council Member Terazzas; Homeless Garden Project; Santa Cruz Warriors; and Closet Capers.

Finally, thank you to Library staff and the many Library volunteers who made this birthday party one for the record books, and who make every day a good day for libraries.

— Janis O'Driscoll, Santa Cruz

week here in Santa Cruz at The Camp Boardwalk. They had an amazing, fun-filled, yet educational time: going on the rides (they are season ticket holders anyway), learning the history of the boardwalk, bowling, sand castle building contest and much more. I just want to thank the Seaside Company for creating this camp and all the wonderful young adults who worked during this week at the camp and gave it reality. As we left the Coconut Grove Friday late afternoon, they were tired but already talking about attending this camp again next year. We are so fortunate to live here in this beautiful area.

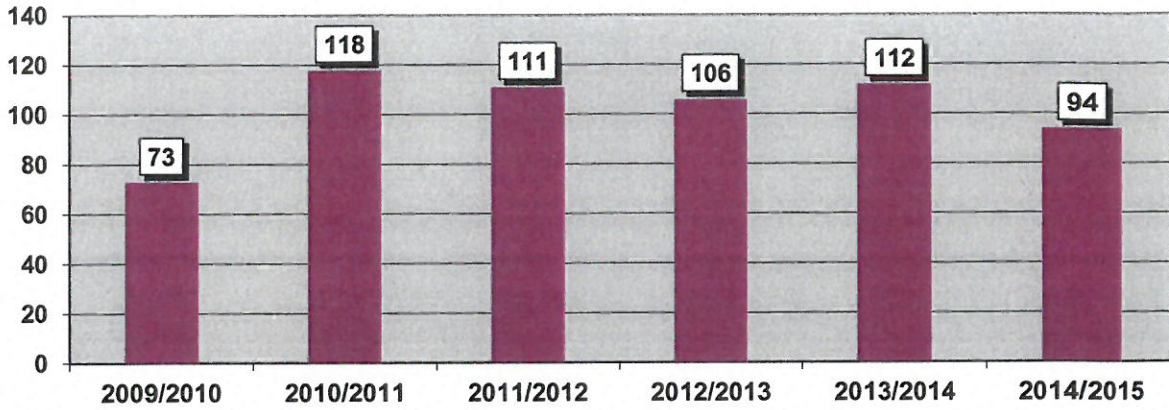
— Cathy Orgain, Santa Cruz

Visit The Glen for a great Shakespeare experience

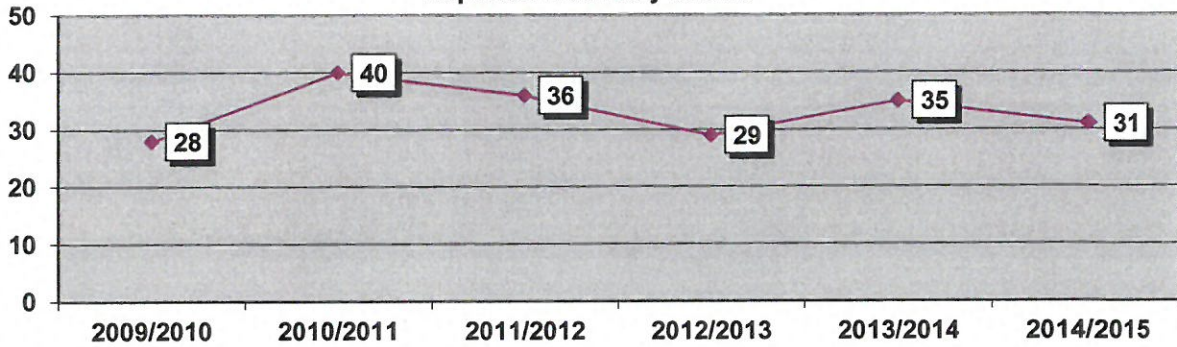
We recently saw "The Liar" at The Glen on the UC Santa Cruz campus. What an upbeat experience it was, with a very talented cast, witty dialogue, fine costumes and set. Kudos as well to all the other people involved in its production. And this was a preview!

This will be the last season in the Glen. Many people are sad/upset, and to my knowledge there's been no convincing explanation of why UCSC made this decision; however, it sounds like plans are afoot for next year elsewhere in town and, given the strong level of community support, my guess is that it will flourish. For

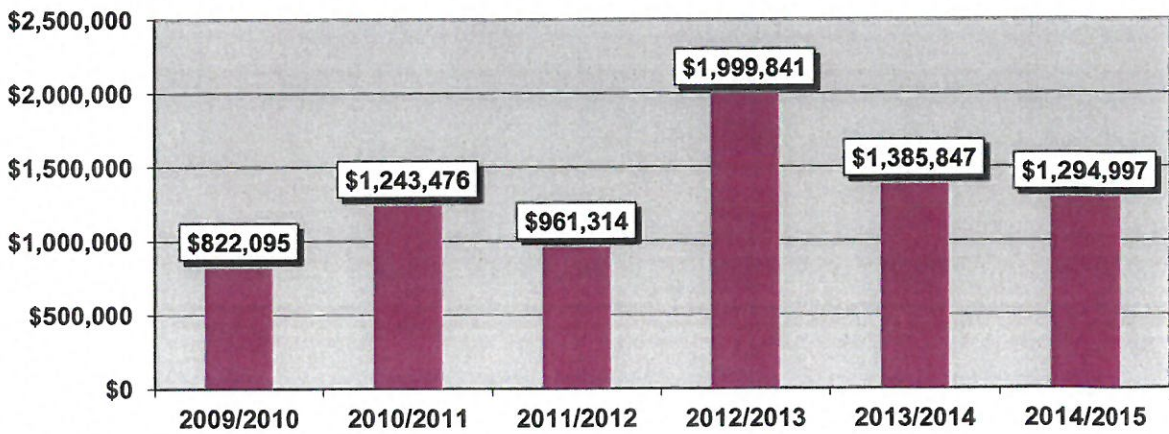
**City of Santa Cruz
Workers' Compensation
Citywide
Reported Claims per Fiscal Year
07/01/09 - 06/30/15**

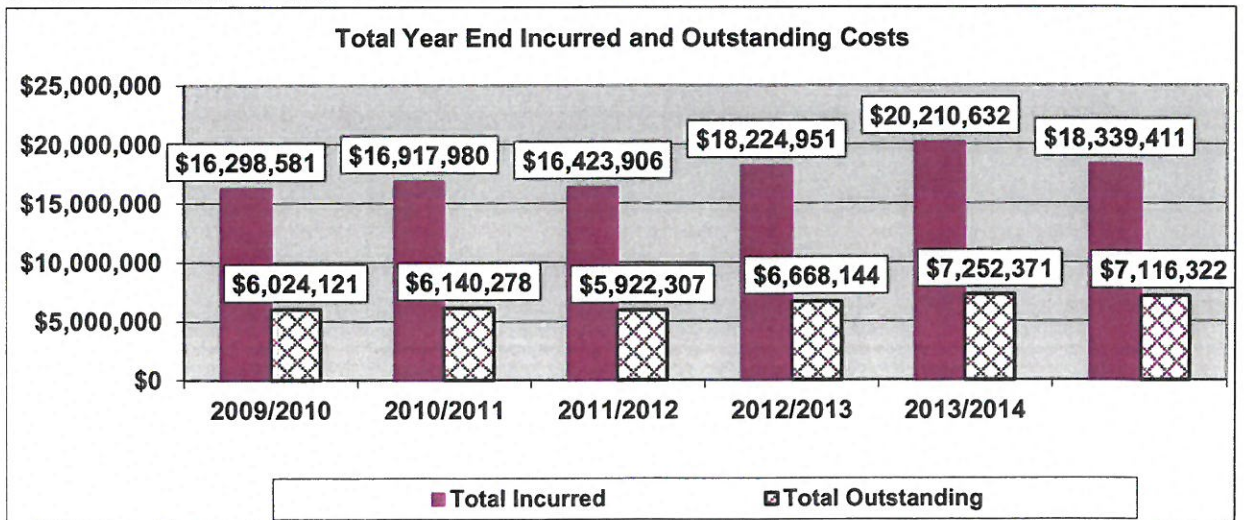
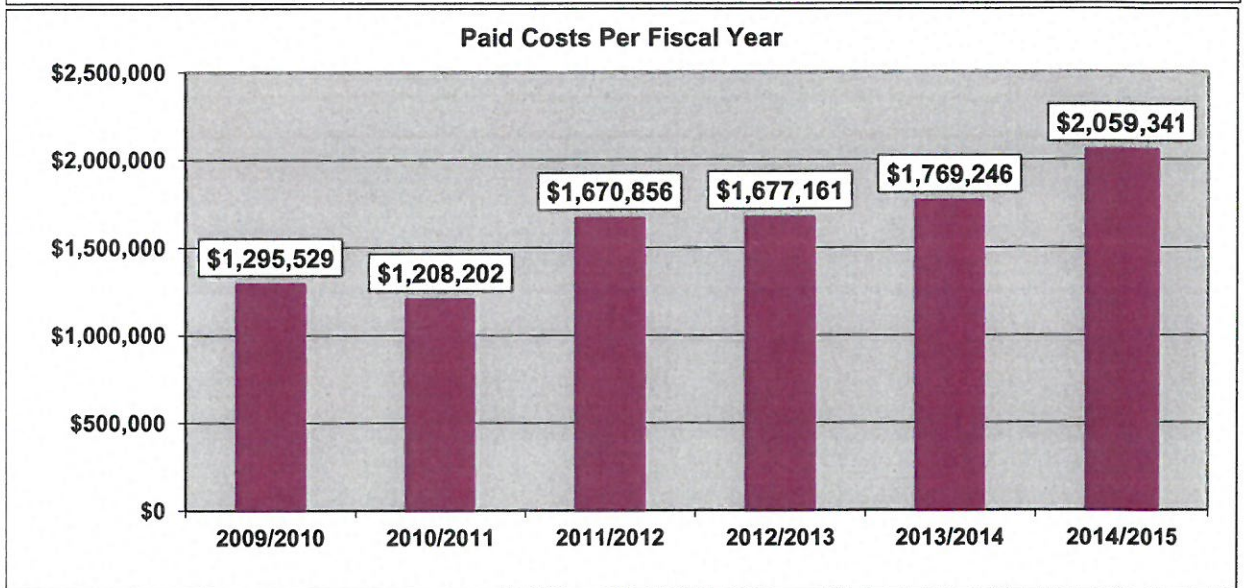
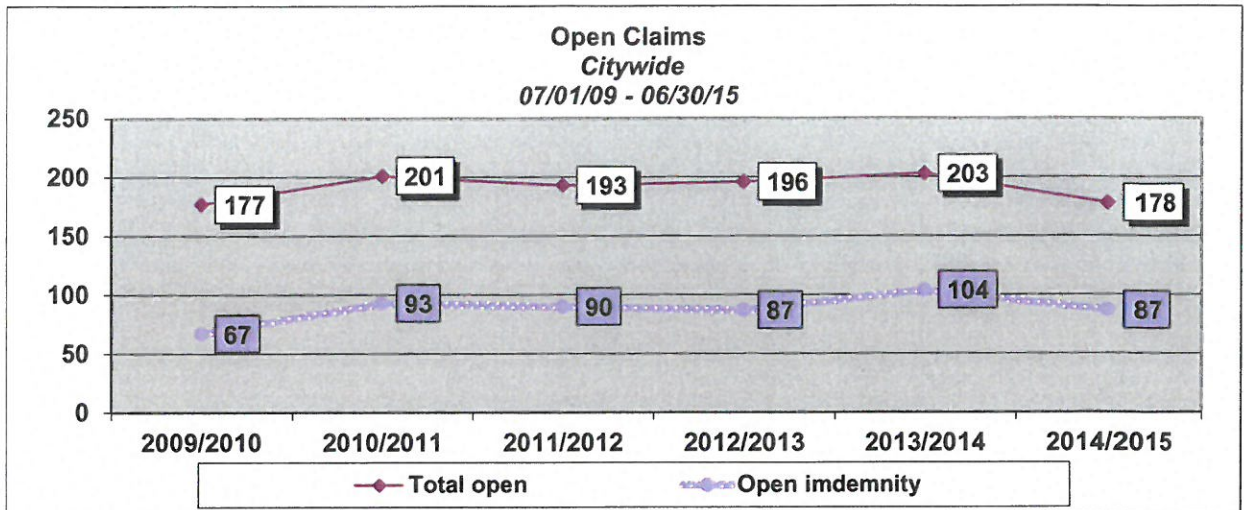


Reported Indemnity Claims

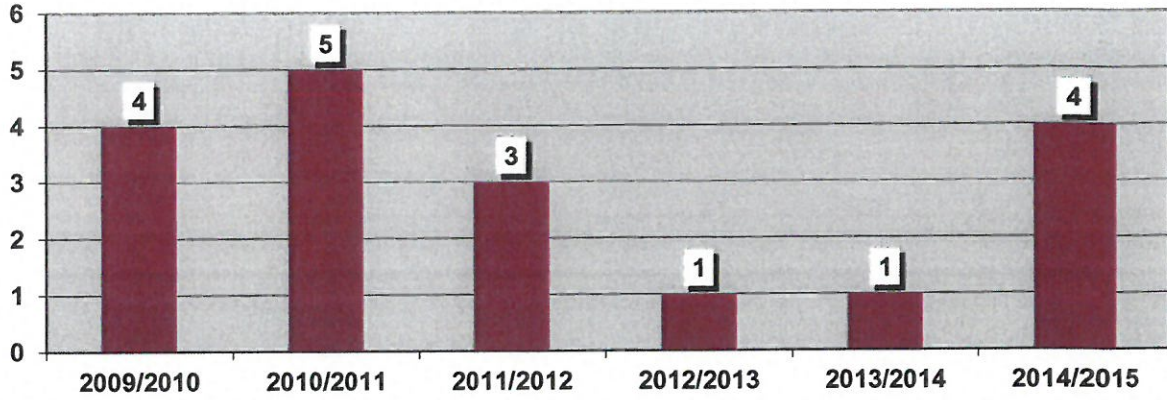


Incurred Costs for Reported Claims

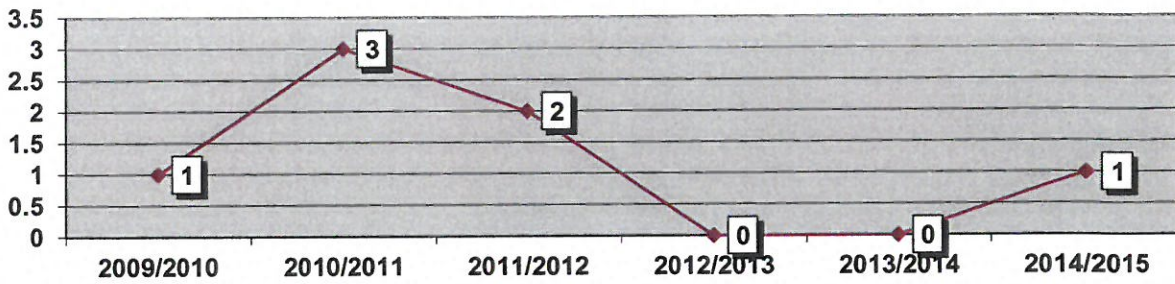




**City of Santa Cruz
Workers' Compensation
Reported Claims per Fiscal Year
Library
07/01/09 - 06/30/15**



Indemnity Claims



Incurred Costs for Reported Claims

